



STATE OF WASHINGTON
GAMBLING COMMISSION

"Protect the Public by Ensuring that Gambling is Legal and Honest"

TRAINING REQUIREMENTS FOR ALL APPLICANTS

Organizations that are applying for a gambling license are required to take training for the gambling activities they are licensed to operate. Any new president or equivalent, or chief executive officer and activity managers must take training within 30 days of a new or renewal license being effective.

[WAC 230-03-070](#) states:

1. You must complete a training course we establish if you:
 - a. Signed the licensing application; or
 - b. You are a manager; or
 - c. You are responsible for conducting gambling activities or completing records.
2. You must complete training within 30 days of the effective date of your license.
3. We do not require manufacturers or manufacturer representatives to complete training.

You can access the training materials, videos and reporting records on our website at <http://www.wsgc.wa.gov/training/training-handouts.aspx>

Non-profit Organization Training:

Charitable Nonprofit Gambling: Responsibilities of Officers and Board Members video is located on YouTube at <http://www.youtube.com/WSGC1973>

Management Guidelines for the Charitable/Nonprofit Gambling Licensee Handbook is located at <http://www.wsgc.wa.gov/training/handouts/5-008-nonprofit-management-guidelines.pdf>

If you are unable to view the video, contact us at 1-800-345-2529 and a CD will be sent.